

Frodsham Town Council



Minutes from the **Events Committee Meeting** held on Tuesday 3rd May 2022 at 7pm in Gallery 2, Castle Park Arts Centre.

Attended by: Cllr Wade (Chair), Cllr Anstice, Cllr Lowrie

Also attended by: 5 members of the public & Cllr Sumner (non-committee member)

59. Apologies for absence

To receive apologies and consider acceptance.

RESOLVED: Apologies were received and accepted from Cllr Hayes, Cllr McKeown, Cllr Griffiths, Cllr Ashton.

60. Declarations of interest

To note any declarations of interest.

NOTED: There were no declarations of interest.

61. Minutes of Meeting held on 1st March 2022

To agree and sign the minutes as a true record.

RESOLVED: The minutes of the meeting held on 1st March 2022 were approved and signed.

62. Opportunity for public to speak

Members of the public are invited to address Cllrs on items which are on the agenda.

NOTED: John Silcock (Silcock's Funfair) attended the meeting and asked members to reconsider the decision to only allow the fair to use the Community Field for an event on condition that 10 portable toilets were provided. It was noted that no other organisation is asked to provide portable toilets for an event on the field.

Ian Parkin attended the meeting to update councillors on the arrangements for the Picnic in the Park on 4th June 2022.

Fiona Barry attended the meeting to discuss arrangements for the dog show which will take place on the Community Field on Friday 3rd June and it was noted that the small hall would be required together with the kitchen.

63. Finance report

(a) To note that the total expenditure for the Events Committee to 31/03/2022 is £11,562 against a budget of £24,550.

NOTED: The figures were noted.

(b) To note the finance report provided by the Clerk, detailing expenditure to 31/01/2022

NOTED: The finance report was noted.

64. Community field

To consider the decision, made at the meeting held on 1st March 2022, to only allow use of the field by Silcock's Funfair if 10 toilets are provided for the duration of the event.

RESOLVED: It was agreed to hold a meeting with Frodsham Youth Association and Frodsham Community Centre, to be attended by John Silcock, Cllr Hayes (Chair of Council) and Cllr Wade (Chair of Amenities Committee) to consider the application for use of the Community Field.

ACTION: JO

65. The Queen's Platinum Jubilee June 2022

(a) To receive a report from Cllr Wade
Cllr Wade provided a report and it was noted that:

- Bob Carolgees has agreed to open the event

- A brochure will need to be produced for the celebrations to include the exhibition organised by Frodsham History Society which will take place at Frodsham Library between 23rd May and 18th June, Girl Guiding beacon lighting on 3rd June, dog show on 4th June, children's art competition, hat competition and picnic in the park
- Andrew Rudd (local poet) has agreed to write a poem
- Flyers and posters are required to advertise the event
- It has not yet been confirmed whether there will be a bar at the event
- Frombles (litter pick) will be in attendance

(b) To agree attendance at the event

NOTED: It was noted that Cllrs Wade, Lowrie, Anstice, Hayes & McKeown will be attending the event. Clerk to check if other councillors will be attending. **ACTION: JO**

(c) To agree any further actions to be taken

NOTED:

1. Consideration need to be given to over-flow car parking and signage **ACTION: JO**
2. Ian Parkin will check the electricity supply once the keys are received from CWAC **ACTION: JO**
3. Clerk to check out generators with the suppliers **ACTION: JO**
4. Clerk to arrange for the stage to arrive for 10am **ACTION: JO**
5. Clerk to check with CWAC councillors that additional bins have been arranged as agreed **ACTION: JO**
6. Cllr Anstice agreed to look into provision of gifts for children attending the event **ACTION: IA**
7. Clerk to ensure barriers are available for erection on Friday 3rd **ACTION: JO**
8. Cllr Lowrie agreed to source prizes for the art competition **ACTION: PL**
9. Cllr Riley (CWAC) and Frodsham WI to organise copy for flyer for the dog competition, FTC to arrange printing. **ACTION: LR/FB**
10. Cllr Sumner agreed to produce both the brochure for the celebrations and flyers/posters for the park event. **ACTION: LS**
11. It was agreed to hold a Zoom meeting, as soon as possible, to discuss the dog show in more detail **ACTION: JO**
12. Clerk to complete a risk assessment for the outside elements of the dog show **ACTION: JO**

66.Future events

To consider attendance at other events being held in Frodsham

RESOLVED: It was agreed that FTC would like a presence at events being held in Frodsham and the Clerk agreed to produce an information pack to be available at events. **ACTION: JO**

67.Clerk's report

To receive a report from the Town Clerk.

NOTED: There was no further report.

68.Date of Next Meeting

Tuesday 7th June at 7pm in Gallery 2, Castle Park Arts Centre